

PERSONNEL/HUMAN SERVICES COMMITTEE

A G E N D A

TUESDAY, OCTOBER 18, 2016

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- | | | |
|-------|---------------|---|
| I | CALL TO ORDER | |
| II | ROLL CALL | |
| I-3 | III | MINUTES (9/20/16) |
| | IV | PUBLIC INPUT |
| | V | PETITIONS AND COMMUNICATIONS |
| 4-6 | A. | County Clerk - Agreement for Centralized Birth Certification System (Seeking approval of Agreement; authorization for Board Chair to sign; approval of related budget adjustments - proposed resolution attached) |
| | B. | Director of Recreation and Facilities |
| 7-8 | 1. | Renewal of Adult Foster Care Home Lease Agreements (Seeking approval of Agreements; authorization for Board Chair to sign - proposed resolution attached) |
| 9-10 | 2. | Red Cross Shelter Agreement for Community Center (Seeking approval of Shelter Agreement; authorization for Board Chair to sign - proposed resolution attached) |
| | C. | Health Director |
| 11-12 | 1. | Contract with eClinicalWorks LLC for Electronic Medical Record Software (Seeking approval of Agreement; authorization for Board Chair to sign; approval of related budget adjustments - proposed resolution attached) |
| 13-14 | 2. | Contract with Sherry LaMere for Social Work Supervision at the University Clinic (Seeking approval of contract; authorization for Board Chair to sign - proposed resolution attached) |
| 15-17 | D. | Personnel Director - Vacancies (Seeking authorization to post/fill - proposed resolution attached) |
| | 1. | Mosquito Control - Mosquito Control Manager (full time, \$46,904/year entry) |
| | 2. | 9-1-1 Central Dispatch - Dispatcher (full time, \$26,936/year entry) |
| | 3. | Health Department - Clerk (part time, \$12.91/hr. entry) [NOTE: Authorization is granted to fill any vacancies from within that occur as a result of filling this Clerk position.] |
| 18-36 | E. | Deputy Equalization Director - October Apportionment (Seeking approval of 2016 Apportionment - proposed resolution attached. NOTE: This resolution is included on Board agenda for meeting immediately following. Millages on the November ballot will be added to apportionment once they are approved and the report will be amended in November.) |
| | VI | REFERRALS |
| | VII | UNFINISHED BUSINESS |
| | VIII | NEW BUSINESS |

- IX MISCELLANEOUS
- X ANNOUNCEMENTS
- XI ADJOURNMENT

PLEASE NOTE:

**THE COMMITTEE CHAIR HAS REQUESTED THAT ANY ELECTED OFFICIAL, DEPARTMENT/
DIVISION HEAD PLACING AN ITEM ON THIS AGENDA BE PRESENT OR HAVE A
REPRESENTATIVE PRESENT TO SPEAK TO THEIR REQUEST AND/OR ANSWER ANY
QUESTIONS POSED BY COMMITTEE MEMBERS.**

PERSONNEL/HUMAN SERVICES COMMITTEE

MINUTES

MEETING OF THE PERSONNEL/HUMAN SERVICES COMMITTEE ON TUESDAY, SEPTEMBER 20, 2016, in the Commission Chambers, Fourth Floor, Bay County Building, 515 Center Avenue, Bay City, MI 48708.

Call to order @ 4:12 P.M. by Chair Lutz.

Roll call:

MOTION NO.

COMMISSIONERS PRESENT		1	2	3	4	5	6	7	8	9	10	11
MICHAEL E. LUTZ, CHAIR	P	Y	Y	Y	Y	Y	Y					
DONALD J. TILLEY, VICE CHAIR	P	S/Y	Y	M/Y	M/Y	M/Y	S/Y					
MICHAEL J. DURANCZYK	P	M/Y	S/Y	Y	S/Y	Y	M/Y					
VAUGHN J. BEGICK	P	Y	Y	Y	N	Y	Y					
KIM COONAN	P	Y	M/Y	Y	Y	Y	Y					
THOMAS C. HEREK	P	Y	Y	S/Y	Y	S/Y	Y					
ERNIE KRYGIER, EX OFFICIO	P	Y	Y	Y	Y	Y	Y					

MOTION NO.

COMMISSIONERS PRESENT		12	13	14	15	16	17	18	19	20	21	22
MICHAEL E. LUTZ, CHAIR												
DONALD J. TILLEY, VICE CHAIR												
MICHAEL J. DURANCZYK												
VAUGHN J. BEGICK												
KIM COONAN												
THOMAS C. HEREK												
ERNIE KRYGIER, EX OFFICIO												

MOTION NO.

COMMISSIONERS PRESENT		23	24	25	26	27	28	29	30	31	32	33
MICHAEL E. LUTZ, CHAIR												
DONALD J. TILLEY, VICE CHAIR												
MICHAEL J. DURANCZYK												
VAUGHN J. BEGICK												
KIM COONAN												
THOMAS C. HEREK												
ERNIE KRYGIER, EX OFFICIO												

OTHERS PRESENT:

C.GIGNAC, D.RUSSELL, A.JOHNSON, J.HISTED, T.JERRY, L.PETERS, T.QUINN, M.MURPHY, M.PICKELL, K.MEAD, J.TORRES, F.MOORE, R.MANZ, M.REILLY, A.BONMATIRO, J.STRASZ, D.DABROWSKI & WIFE, C.LUCZAK, D.YAWORSKI, N.PAIGE, R.GALE, C.HOWELL, LIONS CLUB REPRESENTATIVES, J.COPPENS, R.REDMOND, D.BERGER

M-MOVED; S-SUPPORTED; Y-YEA; N-NAY; ABS.-ABSTAIN; E-EXCUSED; A-ABSENT

-/-

**PERSONNEL/HUMAN SERVICES COMMITTEE
MINUTES
TUESDAY, SEPTEMBER 20, 2016
PAGE 2**

MOTION NO. _____

NOTE: In addition to these typed minutes, this Committee meeting was also video taped by BCTV and those tapes are available for review in the Administrative Services Department or can be viewed on Bay County's website www.baycountymi.gov/executive/videos.

- 1 MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE AUGUST 16, 2016 PERSONNEL/HUMAN SERVICES COMMITTEE MEETING AS PRINTED.**

Public input was called with no one requesting to address the Committee.

The first item on the agenda was a communication from the Board Chair advising that it is necessary for the Board to appoint the local public health officer in order to be in compliance with MCL 333.2428(I). It was

- 2 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD (9/20/16) APPROVAL OF THE PROPOSED RESOLUTION APPOINTING JOEL STRASZ AS THE BAY COUNTY PUBLIC HEALTH OFFICER PURSUANT TO MCL 333.2428(I).**

Vacancies in the Health Department and Civic Arena were next on the agenda. It was

- 3 MOVED, SUPPORTED AND CARRIED TO RECOMMEND OCTOBER BOARD APPROVAL TO POST/FILL VACANCIES IN THE HEALTH DEPARTMENT AND THE CIVIC ARENA:**
- A. Health Department: Laboratory Technician; Sanitarian I/II; Nurse (NEW GRANT-FUNDED POSITION); Medical Technician (NEW GRANT-FUNDED POSITION); Clinic Coordinator (NEW GRANT-FUNDED POSITION)**
- B. Civic Arena - Division Manager/Operations Manager**

Proposed revisions to the Bay County Personnel Policy were reviewed. Updates to the Policy have been ongoing for months with the submitted document being the result of that effort. Commissioner Begick questioned the change to "just cause" from "at-will". Tim Quinn, the County's Bargaining Agent, indicated "just

**PERSONNEL/HUMAN SERVICES COMMITTEE
MINUTES
TUESDAY, SEPTEMBER 20, 2016
PAGE 3**

MOTION NO. _____

cause” is less of a liability and Amber Davis-Johnson, Corporation Counsel, noted that this issue was addressed with MMRMA who recommended the language “just cause” and inclusion of a procedure. Commissioner Begick further questioned why the Personnel Director instead of the County Executive would be doing the investigation of a formal complaint. It was noted that, in general, the investigation would be done by the Personnel Director and that has been done this way in the past. Commissioner Begick advised he would be voting no on this as he has not had enough time to fully review all of the changes. Following brief discussion, it was

4 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL (9/20/16) OF THE REVISED BAY COUNTY PERSONNEL POLICY. [NOTE: COMMISSIONER BEGICK VOTED NAY.]**

5 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL (9/20/16) OF THE REVISED DRUG TESTING PROTOCOLS AND PROCEDURES.**

Commissioner Herek congratulated Commissioner Begick on his election to the Michigan Association of Counties Board of Directors. Commissioner Begick touched on some of the topics under discussion by the MAC Board to include Dark Stores, Tax Capture Reform, Sunset Policy for DDA's. He also reported on some of the sessions he attended at the recent MAC Conference.

There being no further business, it was

6 **MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:24 P.M.).**

Submitted by:

Deanne Berger

**Deanne Berger
Board Coordinator**



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF HEALTH AND HUMAN SERVICES
LANSING

NICK LYON
DIRECTOR

Thursday, September 29, 2016

Central Issuance Administrators,

The current Agreement for Central Issuance will expire on 9/30/2016. The Agreement has been reformatted to meet Michigan Department of Health and Human Services (MDHHS) requirements. We will continue under the existing agreement for the next few months.

The revised Agreement is attached and will be effective through fiscal year 2019 with the option to extend it to 2021. Please mail two copies of the Agreement (both with original signature) to State of Michigan, Department of Health and Human Services, Bureau of Purchasing (BOP), PO Box 30037, Lansing, Michigan 48909.

At this time we also need to update User Security Agreements and Privilege forms. Acknowledgements for each person in your office with access to Michigan Centralized Birth Certification System (MiCBCS), more commonly referred to as the Birth Registry System (BRS). Please find the following documents attached:

- Agreement for use of BRS.
- BRS User Security Agreement that will need to be completed and signed by each User and by you as the clerk to acknowledge that the individual has access to BRS.
- Privilege Acknowledgement that must be submitted for each user at your location and signed by the person's direct supervisor to acknowledge the privileges the person is assigned within BRS.

A few updates have been made to BRS since the last agreement was signed.

- The most recent update is the ability to print certified and/or administrative use book copies, in addition to the transcript copies.
- The Print History tab was recently updated to show who printed the record, when, and which AFS is associated with the printing.

If you have questions you can contact me directly at 517-335-8671.

Sincerely,

Paul Walters
Fraud and Security Coordinator

-4-

BAY COUNTY BOARD OF COMMISSIONERS

4/22/2014

RESOLUTION

- BY: BAY COUNTY BOARD OF COMMISSIONERS
- WHEREAS, The Michigan Department of Community Health, Division for Vital Records and Health Statistics, operates and maintains a computer application that is used to manage birth record information for all registered births in the State of Michigan; and
- WHEREAS, This system, the Birth Registry System (BRS), allows users to search, view, update, edit, print and generate certified copies of birth record images and birth facts; and
- WHEREAS, A modification to the BRS has been completed for the express purpose of providing a tool for use by local vital records offices in conducting their official duties with regard to vital records services; and
- WHEREAS, The BRS System has been renamed Michigan Centralized Birth Certification System (MICBCS); and
- WHEREAS, An agreement governing the terms and conditions under which a local vital records registration office may access this system for official uses including the administration of their official duties and to meet the needs of customers requesting vital records services has been submitted by the Michigan Department of Community Health, said agreement covering the period 4/15/2014 through 9/30/2016; and
- WHEREAS, Under this agreement the Local Registrar (County Clerk) will provide payment of service fees to the Department based on a State provided fee schedule and these payments will be made quarterly; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners approves the Intergovernmental Agreement between the Michigan Department of Community Health and Bay County (County Clerk, Local Registrar) and the Chairman of the Board is authorized to execute said Agreement on behalf of Bay County following legal review/approval; Be It Finally
- RESOLVED That related, required budget adjustments are approved.

ERNIE KRYGIER, CHAIR

AND BOARD

County Clerk - Michigan Certified Birth Certification System

MOVED BY COMM. CoonanSUPPORTED BY COMM. Tilley

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
BRANDON KRAUSE	✓			KIM J. COONAN	✓			MICHAEL E. LUTZ	✓		
ERNIE KRYGIER	✓			THOMAS M. HEREK	✓						
VAUGHN J. BEGICK	✓			DONALD J. TILLEY	✓						

VOTE TOTALS:

 ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
 VOICE: ✓ YEAS 7 NAYS 0 EXCUSED 0

 DISPOSITION: ADOPTED ✓ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____

-13- -5-

BAY COUNTY BOARD OF COMMISSIONERS**NOVEMBER 1, 2016****RESOLUTION****BY: PERSONNEL/HUMAN SERVICES COMMITTEE (10/18/16)**

WHEREAS, The Michigan Department of Community Health, Division for Vital Records and Health Statistics, operates and maintains a computer application that is used to manage birth record information for all registered births in the State of Michigan; and

WHEREAS, This system, the Birth Registry System (BRS), allows users to search, view, update, edit, print and generate certified copies of birth record images and birth facts; and

WHEREAS, A modification to the BRS has been completed for the express purpose of providing a tool for use by local vital records offices in conducting their official duties with regard to vital records services; and

WHEREAS, The BRS System has been renamed Michigan Centralized Birth Certification System (MiCBCS); and

WHEREAS, An agreement governing the terms and conditions under which a local vital records registration office may access this system for official uses including the administration of their official duties and to meet the needs of customers requesting vital records services was approved by the Bay County Board of Commissioners on April 22, 2014 (Res. No. 2014-68), said agreement covering the period 4/15/2014 through 9/30/2016; and

WHEREAS, Under this agreement the Local Registrar (County Clerk) provides payment of service fees to the Department based on a State provided fee schedule and these payments will be made quarterly; and

WHEREAS, State Department of Health and Human Services has submitted a revised Agreement which will be effective through fiscal year 2019 with the option to extend it to 2021; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the 3 year (10/1/16 to 9/30/2019) Agreement between the State of Michigan Department of Health and Human Services and Bay County (County Clerk, Local Registrar) and the Chairman of the Board is authorized to execute said Agreement on behalf of Bay County following legal review/approval; Be It Finally

RESOLVED That related, required budget adjustments are approved.

MICHAEL E. LUTZ, CHAIR**AND COMMITTEE****County Clerk - Michigan Centralized Birth Certification System**

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

 ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
 VOICE: YEAS _____ NAYS _____ EXCUSED _____

 DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____

-6-

RECREATION & FACILITIES

CRISTEN GIGNAC, DIRECTOR
gignace@baycounty.net

Jon Morse, Buildings & Grounds Supervisor
morsej@baycounty.net

Daniel Neering, Recreation Manager
neeringd@baycounty.net

Beth Trahan, Recreation Coordinator
trahanb@baycounty.net



BAY COUNTY

THOMAS L. HICKNER
County Executive

Tel: (989) 895-4132
Fax: (989) 895-2094
TDD: (989) 895-4049

To: Michael Lutz, Chairman of Personnel Judicial Committee

From: Cristen Gignac, Director of Recreation & Facilities

Date: September 29, 2016

Subject: Renewal of Adult Foster Care Home Lease Agreements

Request: To gain approval from the Board of Commissioners for the Chairman to sign lease agreements for each of our nine (9) adult foster care homes for a term of up to 5 years.

Background: The leases agreements for the group homes on Almond Street (2), Bangor Road, Bay Valley Road, Fisher Road, Grove Street, Ireland Street, Parker Street, and Zielinski Lane all expire as of November 30, 2016 with their respective providers. These lease agreements all require renewal. The Bangor Road home will have a new provider for this agreement.

Economics: Rental prices will remain at the current level of \$2,600 a month.

Recommendation: It is recommended that the Board approve the Board Chairman to sign documents related to these agreements upon favorable review from Corporation Counsel.

- 7 -

BAY COUNTY BOARD OF COMMISSIONERS**NOVEMBER 1, 2016****RESOLUTION****BY: PERSONNEL/HUMAN SERVICES COMMITTEE (10/18/16)**

WHEREAS, The Lease Agreements with the respective providers (Saginaw-Bay Human Services and Michigan Community Services, Inc.) for the group homes on Almont Street (2), Bangor Road, Bay Valley Road, Fisher Road, Grove Street, Ireland Street, Parker Street, and Zielinski Lane all expire November 30, 2016 and all require renewal; and

WHEREAS, The providers for the group homes will remain same, however, the Bangor Road home will have a new provider, Central State Community Services, for this agreement; and

WHEREAS, Rental prices will remain at the current level of \$2,600 a month; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Lease Agreements for the group homes on Almont Street (2), Bangor Road, Bay Valley Road, Fisher Road, Grove Street, Ireland Street, Parker Street, and Zielinski Lane and authorizes the Board Chair to execute said Lease Agreements on behalf of Bay County following legal review/approval.

**MICHAEL E. LUTZ, CHAIR
AND COMMITTEE**

Recreation & Facilities - Lease Agreements for Group Homes

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

 ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
 VOICE: YEAS _____ NAYS _____ EXCUSED _____

 DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____

-8-

RECREATION & FACILITIES

CRISTEN GIGNAC, DIRECTOR

gignacc@baycounty.net

Jon Morse, Buildings & Grounds Supervisor

morsej@baycounty.net

Daniel Neering, Recreation Manager

neeringd@baycounty.net

Beth Trahan, Recreation Coordinator

trahanb@baycounty.net



BAY COUNTY

THOMAS L. HICKNER

County Executive

Tel: (989) 895-4132

Fax: (989) 895-2094

TDD: (989) 895-4049

To: Michael Lutz, Chairman of Personnel Judicial Committee

From: Cristen Gignac, Director of Recreation & Facilities

Date: September 19, 2016

Subject: Red Cross Shelter Agreement for the Community Center

Request: To gain approval from the Board of Commissioners for the Chairman to sign the Red Cross Shelter Agreement for the Bay County Community Center.

Background: The Bay County Community Center has been selected as a shelter by the Red Cross and this requires a shelter agreement to be signed by both agencies. Shelters are opened by the Red Cross any time there is a need to provide a safe place for people who are evacuated from their homes due to any kind of natural disaster such as a flood, tornado, fire, or freeway closure. There are many shelters designated in our area, and our site could be utilized based on the nature and location of the event and needs of the evacuated people. In the event the Community Center is used as a shelter, we are only providing the space. The Red Cross would come in and provide the evacuees with all the necessary items, such as a cot and blankets or food and water.

Economics: None.

Recommendation: It is recommended that the Board approve the Board Chairman to sign documents related to this agreement upon favorable review from Corporation Counsel.

-9-

BAY COUNTY BOARD OF COMMISSIONERS

NOVEMBER 1, 2016

RESOLUTION

BY: PERSONNEL/HUMAN SERVICES COMMITTEE (10/18/16)

WHEREAS, The Bay County Community Center has been selected as a shelter by the Red Cross and this requires a Shelter Agreement to be signed by both agencies; and

WHEREAS, Shelters are opened by the Red Cross any time there is a need to provide a safe place for people who are evacuated from their homes due to any kind of natural disaster such as a flood, tornado, fire, or freeway closure; and

WHEREAS, There are many shelters designated in our area, and County's site could be utilized based on the nature and location of the event and needs of the evacuated people; and

WHEREAS, In the event the Community Center is used as a shelter, Bay County is only providing the space; the Red Cross provide the evacuees with all the necessary items, such as a cot and blankets or food and water; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Shelter Agreement between Bay County and the American Red Cross East Central Bay Chapter and authorizes the Board Chair to execute said Agreement on behalf of Bay County following legal review/approval.

**MICHAEL E. LUTZ, CHAIR
AND COMMITTEE**

Recreation & Facilities - Shelter Agreement with Red Cross

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

-10-



1200 Washington Avenue Bay City, Michigan 48708
PHONE (989) 895-4009/FAX (989) 895-4014/TDD (989) 895-4049
www.baycounty-mi.gov/Health

Thomas L. Hickner
Bay County Executive

Joel R. Strasz
Public Health Director

TO: Michael Lutz, Chair, Personnel and Human Services Committee
FROM: Joel R. Strasz, Health Director
DATE: October 12, 2016
CC: Tom Hickner, Amber Johnson, Jan Histed, Kim Priessnitz, Kathy Janer, Mark Pickell, Frances Moore, Julie Coppens
RE: Request to Enter Into Contract with eClinicalWorks LLC for Electronic Medical Record Software

BACKGROUND:

Since June, the Health Department, and Saginaw Valley State University have reviewed a number of available electronic medical record software providers. Data requirements such as meaningful use reporting and federal stipulations regarding the Uniform Data Systems as well as the necessity to provide thorough analysis of revenues, costs and productivity mandate a more robust system. eClinicalWorks has met all of the requirements for reporting (UDS, Population Health Measurement, HEDIS, etc) and is an established software provider to numerous clinics and health departments, including several in the state of Michigan.

FINANCIAL CONSIDERATIONS:

The cost of licensing and implementation is \$16,479, roughly half the cost the Health Department currently pays with its current provider. Funds are already budgeted and in addition, recent work to acquire meaningful use incentives with the Michigan Center for Effective IT Adoption average has indicated that the Health Department is initially eligible for at least \$120,000 of incentive funds. Additional grant funding from Saginaw Valley State University earmarks an additional \$76,800 over the coming two years for the software.

RECOMMENDATION

Upon favorable review by Corporation Counsel, the Health Department recommends approval for the Board Chair to sign and execute the agreement; and that any budget adjustments that are required for the purchase and installation of the software are approved.

-11-

BAY COUNTY BOARD OF COMMISSIONERS

NOVEMBER 1, 2016

RESOLUTION

- BY:** PERSONNEL/HUMAN SERVICES COMMITTEE (10/18/16)
- WHEREAS,** Since June, the Health Department, and Saginaw Valley State University have reviewed a number of available electronic medical record software providers; and
- WHEREAS,** Data requirements such as meaningful use reporting and federal stipulations regarding the Uniform Data Systems as well as the necessity to provide thorough analysis of revenues, costs and productivity mandate a more robust system; and
- WHEREAS,** eClinicalWorks has met all of the requirements for reporting (UDS, Population Health Measurement, HEDIS, etc) and is an established software provider to numerous clinics and health departments, including several in the state of Michigan; and
- WHEREAS,** The cost of licensing and implementation is \$16,479, roughly half the cost the Health Department currently pays with its current provider and funds are already budgeted and, in addition, recent work to acquire meaningful use incentives with the Michigan Center for Effective IT Adoption average has indicated that the Health Department is initially eligible for at least \$120,000 of incentive funds; and
- WHEREAS,** Additional grant funding from Saginaw Valley State University earmarks an additional \$76,800 over the coming two years for the software; Therefore, Be It
- RESOLVED** That the Bay County Board of Commissioners approves entering into a Contract with eClinicalWorks LLC for electronic medical record software and authorizes the Board Chair to execute said Contract and related documents on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED** That budget adjustments required for the purchase and installation of the specified software are approved.

**MICHAEL E. LUTZ, CHAIR
AND COMMITTEE**

Health Dept - eClinicalWorks LLC

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

-12-



1200 Washington Avenue Bay City, Michigan 48708
PHONE (989) 895-4009/FAX (989) 895-4014/TDD (989) 895-4049
www.baycounty-mi.gov/Health

Thomas L. Hickner
Bay County Executive

Joel R. Strasz
Public Health Director

TO: Michael Lutz, Chair, Personnel and Human Services Committee
FROM: Joel R. Strasz, Health Director
DATE: October 12, 2016
CC: Tom Hickner, Amber Johnson, Jan Histed, Kim Priessnitz, Mark Pickell,
RE: Request to Enter Into Contract with Sherry LaMere for Social Work Supervision at the University Clinic

BACKGROUND:

The University Clinic has been in operation since January of 2015 and provides a variety of services for Bay County residents including primary care, nursing care, occupational therapy, and social work services. Saginaw Valley State University recently provided additional grant funding to the Health Department to expand the clinic to include mental health and additional social work services. In order to be able to bill and further sustain the social work services, oversight from a Licensed Medical Social Worker with experience in the clinical setting must take place. Sherry LaMere, LMSW currently oversees students with Saginaw Valley, but no contract is in place to have her supervise social work operations for billing purposes. This work is above and beyond her current capacities at the Clinic.

FINANCIAL CONSIDERATIONS:

The rate of pay for Ms. LaMere is \$50/hour and is limited to available grant funding from Saginaw Valley State University for the purposes stated above. No general funds will be utilized and there is no additional cost to the Health Department.

RECOMMENDATION

Upon favorable review by Corporation Counsel, the Health Department recommends approval for the Board Chair to sign and execute the agreement.

73-

BAY COUNTY BOARD OF COMMISSIONERS

NOVEMBER 1, 2016

RESOLUTION

BY: PERSONNEL/HUMAN SERVICES COMMITTEE (10/18/16)

WHEREAS, The University Clinic has been in operation since January of 2015 and provides a variety of services for Bay County residents including primary care, nursing care, occupational therapy, and social work services; and

WHEREAS, Saginaw Valley State University recently provided additional grant funding to the Health Department to expand the clinic to include mental health and additional social work services; and

WHEREAS, In order to be able to bill and further sustain the social work services, oversight from a Licensed Medical Social Worker with experience in the clinical setting must take place; and

WHEREAS, Sherry LaMere, LMSW currently oversees students with Saginaw Valley, but no contract is in place to have her supervise social work operations for billing purposes and this work is above and beyond her current capacities at the Clinic; and

WHEREAS, The Bay County Health Department wishes to enter into a contract with Sherry LaMere for social work supervision at the University Clinic; and

WHEREAS, The rate of pay for Ms. LaMere is \$50/hour and is limited to available grant funding from Saginaw Valley State University for the purposes stated above; No general funds will be utilized and there is no additional cost to the Health Department; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves a contract with Sherry LaMere for social work supervision at the University Clinic at \$50/hour, monies derived from grant funding from Saginaw Valley State University; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute said Contract on behalf of Bay County following legal review/approval.

**MICHAEL E. LUTZ, CHAIR
AND COMMITTEE**

Health Dept - Contract with Sherry LaMere

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

-14-



**BAY COUNTY
PERSONNEL DEPARTMENT**

Thomas L. Hickner
County Executive

Tiffany Jerry, Director

jernt@baycounty.net
(989) 895-4096 (T)
(989) 895-2076 (F)

To: Michael Lutz, Chair, Personnel/Human Services Committee

From: Tiffany Jerry, Director of Personnel and Employee Relations



Date: October 12, 2016

Re: Personnel/Human Services Committee Agenda

Please consider the following for the agenda of your committee meeting scheduled for October 18, 2016.

1. Request (Vacancy):

We have received a request to post, advertise and fill the full-time Manager position with Bay County Mosquito Control.

Background:

Tom Putt is retiring from Mosquito Control.

Finance/Economics:

This is a full-time position with benefits as provided for within the BCAMPS labor agreement (although union membership is voluntary). \$46,904 per year entry, progressing to \$52,395.20 per year after 4 years (MB09).

Recommendation:

Please refer to the full board for approval to post, advertise and fill the full-time Mosquito Control Manager position.

2. Request (Vacancy):

There is a full-time Dispatcher vacancy with Bay County 911 Central Dispatch.

Background:

This vacancy exists due to the separation of a full-time staff member.

Finance/Economics:

This is a full-time position with benefits as provided for within the GEC labor agreement (although union membership is voluntary). \$26,936 per year entry, progressing to \$36,546 per year after 4 years (CD01).

Recommendation:

Refer to the full-board for approval to post, advertise and fill.

3. **Request (New Grant Funded Position):**

Joel Strasz has submitted a request to post and fill a Part-time Clerk position with the University Clinic.

Background:

This is a new grant-funded part-time position that will be funded with the expansion grant awarded to the clinic in July.

Finance/Economics:

Rate of pay is \$12.91 per hour entry progressing to \$15.31 per hour after 6 years (TS06).

Limited benefits are provided through the USW Part-time agreement, although membership to the union is voluntary.

Recommendation:

Please refer to the full board for approval to post and fill the Part-time Clerk (TS06). We are also requesting approval to back fill any vacancies from within that occur as a result of filling this position.

Thank you for considering the items listed above and approving any necessary budget adjustments; if you have any questions, please feel free to contact me.

cc: Tom Hickner
Bob Redmond
Deb Russell
Amber Davis-Johnson
Shawna Walraven
Jan Histed
Kim Priessnitz
Laura Ogar
Chris Izworski
Joel Strasz
Mark Pickell
Tony Smith
Frances Moore
Kathy Barcla

BAY COUNTY BOARD OF COMMISSIONERS**NOVEMBER 1, 2016****RESOLUTION****BY: PERSONNEL/HUMAN SERVICES COMMITTEE (10/18/16)**

RESOLVED By the Bay County Board of Commissioners that concurrence is given to post/advertise/fill the following full time/part time/temporary/seasonal or co-op positions/vacancies/new positions, monies for said positions to come from the respective departmental budgets:

1. Mosquito Control - Mosquito Control Manager (full time, \$46,904/year entry)
2. 9-1-1 Central Dispatch - Dispatcher (full time, \$26,936/year entry)
3. Health Department - Clerk (part time, \$12.91/hr. entry) [NOTE: Authorization is granted to fill any vacancies from within that occur as a result of filling this Clerk position.]

RESOLVED That budget adjustments, if required, are approved; Be It Further

RESOLVED That it is clearly understood that any positions funded through a grant shall be terminated or hours reduced if grant funding is terminated or reduced.

**MICHAEL E. LUTZ, CHAIR
AND COMMITTEE**

Vacancies - November

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____



**BAY COUNTY
EQUALIZATION DEPARTMENT**

Richard Gruber
Director

Thomas L. Hickner
County Executive

Kelly Rifenbark
Deputy Director
rifenbarkk@baycounty.net

To: Bay County Board of Commissioners
Personnel/Human Services Committee

From: Bay County Equalization Department
Kelly Rifenbark, Deputy Director

Re: October Apportionment Session

Date: October 11, 2016

Per MCL 211.37 the county board of commissioners, at a session held not later than October 31 in each year, shall examine all certificates, statements, papers, and records submitted to it, showing the money to be raised in the several townships for school, highway, drain, township, and other purposes. The board shall direct that the money proposed to be raised for township, school, highway, drain, and all other purposes authorized by law shall be spread upon the assessment roll of the proper townships, wards, and cities.

If voters approve, on November 8, 2016, millage to be levied in December, the county board of commissioners must meet in November to revise its apportionment report to reflect the additional millage.

BAY COUNTY BOARD OF COMMISSIONERS

OCTOBER 18, 2016

RESOLUTION

BY: PERSONNEL/HUMAN SERVICES COMMITTEE (10/18/16)

WHEREAS, The Bay County Board of Commissioners has the duty, in its October annual session, to do the following in accordance with 211.37 of the Michigan Property Tax Laws; and

WHEREAS, These requirements are as follows:

Sec. 37: The County Board of Commissioners, at its annual session in October in each year, shall ascertain and determine the amount of money to be raised for County purposes, which determination and apportionment shall be entered at large on its records. It shall also examine all certificates, statements, papers, and records submitted to it, showing the moneys to be raised in the several townships for school, highway, drain, township and other purposes. It shall hear and duly consider all objections made to raising any such moneys by any taxpayer to be affected thereto. If it shall appear to the Board that any certificate, statement, paper, or record is not properly certified, or that the same is in anyway defective, or that any proceeding to authorize the raising of any such moneys had not been had or is in anyway imperfect, the Board shall certify the same, and if the certificate, statement, paper, record, or proceeding can then be corrected, supplied or had, the Board shall authorize and require the defects or omissions of proceedings to be corrected, supplied, or had. It may refer any or all the certificates, statements, papers, records, and proceedings to the Prosecuting Attorney, whose duty it shall be to examine the same and without delay, report in writing his opinion to the Board. It shall direct that such of the several amounts of money proposed to be raised for township, school, highway, drain, and all other purposes as shall be authorized by law, be spread upon the assessment roll of the proper townships, wards and cities. Such action and direction shall be entered in full upon the records of the proceedings of the Board, and shall be final as to the levy and assessment of all such taxes, except when there is a change made in the equalization of any county by the Board or State Tax Commission upon appeal in the manner provided by law. The direction for spread of taxes shall be expressed in terms of millages to be spread against the taxable values of properties and shall not direct the raising of any specific amount of money. This section does not apply when Section 36(2) applies; and

WHEREAS, The Bay County Board of Commissioners has caused the above to be thoroughly checked for statutory requirements; Therefore, Be It

RESOLVED That the following county millages shall be levied on the 2016 taxable value of real and personal property 2016 assessments rolls of each township and city within the County of Bay:

-19-

Mills

Bay County General Operating	5.7257
Bay County Library Operating	1.0000
Bay County Library Improvement	0.9953
Bay County Medical Care Facility	0.7500
Bay County Senior Citizens	0.3000
Bay County Historical Society	0.0952
Bay County Veterans	0.1000

Note: The millages on the November ballot will be added to apportionment once they are approved and the report will be amended at that time.

All millages are in accordance with the demands as presented on the Clerk's Certificates for schools, intermediate schools, community college city, township, and authority within the above local units. All have been checked for statutory compliance and, to the best of our knowledge, are in compliance with the Michigan Statutes. All special assessments, drain taxes, and all other taxes authorized by law shall be levied in accordance with the Michigan Statutes; Be It Further

RESOLVED That the Chairman of the Board and the Bay County Clerk are authorized to execute the Clerk's Certificates, the 4029's and any other documentation required.

**MICHAEL E. LUTZ, CHAIR
AND BOARD**

Equalization - 2016 Apportionment

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

-20-

[illegible]

LOCAL MUNICIPALITY (TWP/CITY/VLG)	Enter ALL Purpose(s) of Qualifying Special Assessment Millage Rates for the LU Listed	Enter Total of All Qualifying Special Assessment Rates Levied UNITWIDE	Enter Total of All Qualifying Special Assessment Rates Levied TWPWIDE - Excluding the Village(s)
BANGOR TWP.			
BEAVER TWP.			
FRANKENLUST TWP.			
FRASER TWP.			
GARFIELD TWP.			
GIBSON TWP.			
HAMPTON TWP.			
KAWKAWLIN TWP.			
MERRITT TWP.			
MONITOR TWP.			
MT FOREST TWP.			
PINCONNING TWP.			
PORTSMOUTH TWP.			
WILLIAMS TWP.			
AUBURN CITY			
BAY CITY CITY			
ESSEXVILLE CITY			
MIDLAND CITY			
PINCONNING CITY			

[illegible]

Certification Statement

I hereby certify that this Statement Showing Mills Apportioned by the County Board of Commissioners and submitted to the State Tax Commission is a true statement of all ad valorem millages apportioned by the County Board of Commissioners of the

County of _____ for the year _____

Signature of County Equalization Director

NOTARIZATION

Notary Public

County, Michigan

STATE OF MICHIGAN

County of _____ } ss

Subscribed before me this _____

Day of _____ year _____

My commission expires _____, _____

**Statement Showing Mills Apportioned by the County Board of Commissioners
of the County of BAY for the Year 2016**

County and Local Unit

[illegible]

Pg 2
Local K12 School District

[illegible]

Statement Showing Mills Apportioned by the County Board of Commissioners of the County of BAY for the Year 2016

Township / City	Village	School Code	Local School District	Total		Total Homestead		Total	
				Property Tax Rate	NonHomestead Property Tax Rate	Property Tax Rate w/ Qualifying Special Assessment Millage	NonHomestead Property Tax Rate w/ Qualifying Special Assessment Millage	Property Tax Rate w/ Qualifying Special Assessment Millage	NonHomestead Property Tax Rate w/ Qualifying Special Assessment Millage
BANGOR TWP.		09030	BANGOR TOWNSHIP SCHOOLS	29.7025	47.7025	29.7025	47.7025	29.7025	47.7025
BEAVER TWP.		09010	BAY CITY SCHOOL DISTRICT	31.3731	49.3731	31.3731	49.3731	31.3731	49.3731
		09090	PINCONNING AREA SCHOOLS	31.3231	49.3231	31.3231	49.3231	31.3231	49.3231
FRANKENLUST TWP.		09010	BAY CITY SCHOOL DISTRICT	29.6130	47.6130	29.6130	47.6130	29.6130	47.6130
		73200	FREELAND COMM SCHOOL DIST	27.5869	45.5869	27.5869	45.5869	27.5869	45.5869
FRASER TWP.		09090	PINCONNING AREA SCHOOLS	30.5234	48.5234	30.5234	48.5234	30.5234	48.5234
GARFIELD TWP.		09090	PINCONNING AREA SCHOOLS	29.9361	47.9361	29.9361	47.9361	29.9361	47.9361
GIBSON TWP.		06050	STANDISH STERLING COMM S/D	29.7719	47.7719	29.7719	47.7719	29.7719	47.7719
		09090	PINCONNING AREA SCHOOLS	28.4619	46.4619	28.4619	46.4619	28.4619	46.4619
HAMPTON TWP.		09010	BAY CITY SCHOOL DISTRICT	34.0698	52.0698	34.0698	52.0698	34.0698	52.0698
		09050	ESSEXVILLE HAMPTON SCH DIST	37.7298	55.7298	37.7298	55.7298	37.7298	55.7298
KAWKAWLIN TWP.		09010	BAY CITY SCHOOL DISTRICT	30.5406	48.5406	30.5406	48.5406	30.5406	48.5406
		09090	PINCONNING AREA SCHOOLS	30.4906	48.4906	30.4906	48.4906	30.4906	48.4906
MERRITT TWP.		09010	BAY CITY SCHOOL DISTRICT	30.0733	48.0733	30.0733	48.0733	30.0733	48.0733
		79110	REESE PUBLIC SCHOOLS	30.6409	48.3781	30.6409	48.3781	30.6409	48.3781
MONITOR TWP.		09010	BAY CITY SCHOOL DISTRICT	31.3482	49.3482	31.3482	49.3482	31.3482	49.3482
MT FOREST TWP.		09090	PINCONNING AREA SCHOOLS	30.8322	48.8322	30.8322	48.8322	30.8322	48.8322
PINCONNING TWP.		06050	STANDISH STERLING COMM S/D	29.8557	47.8557	29.8557	47.8557	29.8557	47.8557
		09090	PINCONNING AREA SCHOOLS	28.5457	46.5457	28.5457	46.5457	28.5457	46.5457
PORTSMOUTH TWP.		09010	BAY CITY SCHOOL DISTRICT	31.6964	49.6964	31.6964	49.6964	31.6964	49.6964
WILLIAMS TWP.		09010	BAY CITY SCHOOL DISTRICT	31.8198	49.8198	31.8198	49.8198	31.8198	49.8198
AUBURN CITY		09010	BAY CITY SCHOOL DISTRICT	39.4198	57.4198	39.4198	57.4198	39.4198	57.4198
BAY CITY CITY		09010	BAY CITY SCHOOL DISTRICT	48.7563	66.7563	48.7563	66.7563	48.7563	66.7563
		09030	BANGOR TOWNSHIP SCHOOLS	48.3163	66.3163	48.3163	66.3163	48.3163	66.3163
ESSEXVILLE CITY		09050	ESSEXVILLE HAMPTON SCH DIST	52.4970	70.4970	52.4970	70.4970	52.4970	70.4970
MIDLAND CITY		09010	BAY CITY SCHOOL DISTRICT	42.4198	60.4198	42.4198	60.4198	42.4198	60.4198
PINCONNING CITY		09090	PINCONNING AREA SCHOOLS	42.0434	60.0434	42.0434	60.0434	42.0434	60.0434

**Statement Showing Mills Apportioned by the County Board of Commissioners
of the County of BAY for the Year 2016**

Local Municipality (Twp/City/Vlg)	ALL Purpose(s) of Qualifying Special Assessment Millage Rates for the Local Municipality Listed	Total of All Special Assessment Rates Levied		Total of All Special Assessment Rates Levied TWP-WIDE - Excluding the Village(s)
		UNITWIDE	Assessment Rates Levied TWP-WIDE	
BANGOR TWP.	-	-	-	-
BEAVER TWP.	-	-	-	-
FRANKENLUST TWP.	-	-	-	-
FRASER TWP.	-	-	-	-
GARFIELD TWP.	-	-	-	-
GIBSON TWP.	-	-	-	-
HAMPTON TWP.	-	-	-	-
KAWKAWLIN TWP.	-	-	-	-
MERRITT TWP.	-	-	-	-
MONITOR TWP.	-	-	-	-
MT FOREST TWP.	-	-	-	-
PINCONNING TWP.	-	-	-	-
PORTSMOUTH TWP.	-	-	-	-
WILLIAMS TWP.	-	-	-	-
AUBURN CITY	-	-	-	-
BAY CITY CITY	-	-	-	-
ESSEXVILLE CITY	-	-	-	-
MIDLAND CITY	-	-	-	-
PINCONNING CITY	-	-	-	-

Carefully read the instructions on page 2.

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory. Penalty applies.

2016 Taxable Value of ALL Properties in the Unit as of 5-23-16

BAY COUNTY

Local Government Unit Requesting Millage Levy

For LOCAL School Districts; 2016 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2016 tax roll.

[illegible]

Prepared by

DAWN BUBLITZ

Telephone Number 989-684-8041

Title of Preparer

TOWNSHIP CLERK

Date _____

Date 10-11-16

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

☒ Clerk

Secretary	
-----------	--

511

Signature Dawn Bullock

Print Name _____

DAWN BUBLITZ

—

10-11-16

☒ Chairperson

President

Signature

Signature Dennis Kider

Print Name _____

DENNIS KULA

Table 1

10-11-16

Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School Districts are only permitted to increase property tax millage rates levied for the purpose of 2015 for the purpose of completing this section.		Rate
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)		
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal		
For Commercial Personal		
For all Other		

2016 Tax Rate Request (This form must be completed and submitted on or before September 30, 2016)
MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24a, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Bay, Midland, Saginaw	2016 Taxable Value of ALL Properties in the Unit as of 5-23-16 \$11,188,274,926
Local Government Unit Requesting Millage Levy Delta College	For LOCAL School Districts: 2016 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2016 tax roll.

[illegible]

Prepared by

Shelly Whitney

Telephone Number

(989) 686-9393

[illegible]

Preparer	Controller
----------	------------

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466
---	---	---	---	---	---	---	---	---	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----

1
2
3
4
5
6
7
8

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

Clerk

Secretary	
-----------	--

☒ Chairperson

President

Print Name

THE END

Print Name: _____
M-1 of 1

1

Date _____

100

Date _____

Under Truth in Taxation, MCL Section 211.24a, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24a must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Carefully read the Instructions on page 2.

County(ies) Where the Local Government Unit Levies Taxes

2016 Taxable Value of ALL Properties in the Unit as of 5-23-16

For LOCAL School Districts: 2016 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial, Personal and Commercial Personal Properties.

authorized for levy on the 2016 tax roll.

Prepared by

Telephone Number

Willie Brenner

Date _____

06/14/2016

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Held Harmless) Millage, 380.121(3).

☒ Secretary

Print Name _____

1

Date

Date _____

21/04/2016

W. A. R. H. H.

Print Name _____

Date _____

Date _____

Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate of not larger than the rate in column 9.	MICHAEL D. ROWLEY	06/14/2015
--	-------------------	------------

*** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).



BUSINESS & FINANCE OFFICE

1951 Delta Road • University Center, MI 48710
989-686-9000 • Fax: 989-667-0620 • www.delta.edu

June 15, 2016

Ms. Kelly Rifenbark, Deputy Director
Bay County Equalization Department
515 Center Avenue; Suite 602
Bay City, MI 48708

RE: 2016 Tax Levy

Dear Ms. Rifenbark:

Enclosed please find one copy of each of Delta College's 2016 Tax Rate Request Forms L-4029 - one for the July 1, 2016 levy and the other for the December 1, 2016 levy. The Board of Trustees approved a combined 2016 millage rate of 2.0427 at their June 14, 2016 meeting, and a copy of the resolution is included.

Pursuant to the continuing resolution for summer tax collection approved by the Delta College Board of Trustees on January 11, 2000, Delta College is requesting a July 1, 2016 levy in the Bay County taxing jurisdictions listed below. For all others units and parcels, we are requesting a December 1, 2016 levy.

- Bangor Township – all parcels
- Beaver Township – *only* parcels in Bay City Public School District
- Frankenlust Township – *only* parcels in Bay City Public School District
- Hampton Township – all parcels
- Kawkawlin Township – *only* parcels in Bay City Public School District
- Merritt Township – *only* parcels in Bay City Public School District
- Portsmouth Township – all parcels
- Williams Township – all parcels
- City of Auburn – all parcels
- City of Bay City – all parcels
- City of Essexville – all parcels
- City of Midland – all parcels
- City of Pinconning – all parcels

Additionally, please note that the following resolution remains in effect:

Pursuant to MCLA 211.43 (9), the Treasurer of each city and township within the College District is directed to account for and deliver Delta College tax collections directly to Delta's Treasurer pursuant to the schedule contained in MCLA 211.43 (3), (4), and (5), which specify when collected monies shall be transmitted.

Thank you for your assistance in this matter. Please contact me at (989) 686-9386 or Shelly Whitney at (989) 686-9393 if you have any questions.

Very truly yours,

Debra K. Lutz
Vice President of Business and Finance

Enclosures (3)



BUSINESS & FINANCE OFFICE

1961 Delta Road • University Center, MI 48710
989-686-9000 • Fax: 989-667-0620 • www.delta.edu

RESOLUTION OF JUNE 14, 2016

WHEREAS, the Board of Trustees has carefully examined the financial circumstances of the College District for the 2016-2017 fiscal year, including the following:

- (a) Estimated General Fund expenditures - \$66,779,471
- (b) Estimated General Fund revenues from state appropriation - \$14,999,200
- (c) Estimated General Fund from other revenue sources exclusive of local and State taxation - \$28,484,127
- (d) Estimated revenues from local taxation – Operational - \$23,308,436

A total levy of 2.0427 mills, consisting of 1.5563 charter mills, and .4864 extra voted mills on the taxable value of all taxable property within the district necessary for the sound management and operation of the College District for such fiscal year; and

WHEREAS, the Board of Trustees has complete authority to direct a 2016 tax levy of 2.0427 mills for operating purposes for fiscal year 2016-2017 from within its authorized millage rate in order to raise approximately \$23,308,436 by taxation;

NOW, THEREFORE, BE IT RESOLVED THAT:

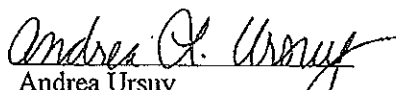
For the year 2016, the sum of \$23,308,436 be raised by taxation which shall require a total millage rate of 2.0427 mills to be levied against the taxable value of all taxable property located within the College District for community college purposes, that appropriate notification of such tax levy be sent to all taxing authorities within the College District with instructions that the taxes so collected should be turned over to the College Treasurer as required by law and

FURTHERMORE, THAT:

The 2016-2017 operating budget be adopted for the entire College in the amount of \$107,269,960 which includes the General Fund budget of \$66,779,471 as contained in the attached budget document.

BE IT FURTHER RESOLVED that the administration be authorized to effect modifications and additions to the budgets where such modifications and/or additions are in keeping with sound business and fiscal practices.

DELTA COLLEGE BOARD OF TRUSTEES

BY: 
Andrea Ursuy
Secretary, Board of Trustees



BUSINESS & FINANCE OFFICE

1961 Delta Road • University Center, MI 48710
989-686-9000 • Fax: 989-657-0620 • www.delta.edu

RESOLUTION OF JANUARY 11, 2000

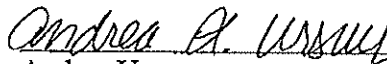
Continuing Resolution for Summer Tax Collection

RESOLVED, that pursuant to Section 144 of the Michigan Community College Act (MCLA 389.144) Delta College hereby gives notice to each City and Township in the Delta College District which will be collecting ad valorem property taxes for its City and Township or those of a school district or intermediate school district in the summer of the year 2000 or in any year thereafter, to levy and collect Delta College property taxes due in the year 2000 and each year thereafter in the same manner and at the same time as such summer taxes are collected for such years.

RESOLVED, that this resolution for the summer collection of its taxes is a continuing one which shall remain in effect from year to year until written notice is given by the College to the contrary.

DELTA COLLEGE BOARD OF TRUSTEES

BY:



Andrea Ursuy

Secretary, Board of Trustees